

## **Topsfield Planning Board**

June 21, 2011

Chairman Morrison called the meeting to order at 7:40 PM. Board members present were Martha Morrison, Janice Ablon, Steven Hall and Gregor Smith. Roberta Knight, Community Development Coordinator was also present.

**Visitors:** No visitors

**Minutes:** Member Gregor Smith made the motion to approve the minutes of June 7, 2011 as amended; seconded by Member Steven Hall; so voted 4-0.

**CLURPA Letter:** Board members signed the final version which had already been signed by the Board of Selectmen.

**Bills:** Member Gregor Smith made the motion to approve the H.L. Graham invoice in the amount of \$180.00; seconded by Member Steven Hall; so voted 4-0.

**Commonwealth Capital & Grant Applications:** Chairman Morrison informed the members that the State would not be issuing a new Commonwealth Capital Application in August. With the CLURPA legislation pending with its own set of requirements, the State is at an impasse relative to the Commonwealth Capital Application until it decides what to do with it. As a result, there is no urgent deadline for EO418 planning. It may be assumed that infra-structure project grants will move forward using the current Commonwealth Capital rankings or other criteria.

**Community Development Strategy:** Chairman Morrison noted that in regards to master planning the Community Development Strategy can be utilized as a basic planning tool since it is an outline of goals and objectives. The Town over the past several years has met the original goals and objectives of the 2003 CDS and EO418 Plan. Ms. Morrison noted that she would update the latest draft version and incorporate the 2010 Commonwealth Capital elements into the outline and forward to the members. The Board then discussed the use of the 2010 Open Space Plan as a starting point for its new planning efforts.

**Tree Inventory:** The Board then discussed the cutting down of large old trees along the Town's right-of-ways by National Grid in its efforts to install new poles and upgrade the electrical infrastructure within Topsfield. Ms. Morrison noted that the Tree Warden followed the statutory legal process for the approval for the removal of the trees; however, there was a communications gap with the Tree Planning Committee members who were not aware of the request from National Grid. Member Janice Ablon at this time informed the Board that she had discussed the possibility of a "tree inventory" project with a contact at Essex Agricultural School. After further discussion, Ms. Ablon volunteered to contact Essex Aggie again to see if the project could be part of the 2011 fall curriculum. The members also discussed contacting other institutions in the Boston

area that had agricultural curriculums to see if there would be interest. The Board also discussed contacting DCR relative to a grant for an urban forester.

The meeting was adjourned at 9:08 PM.

Respectfully submitted,

Roberta M. Knight  
Community Development Coordinator